



**Town of Arlington, Massachusetts**  
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## Minutes 11-16-2006

### Capital Planning Committee Meeting Minutes November 16, 2006

In attendance were:

Steve Andrew \*  
 Steve Gilligan  
 John FitzMaurice  
 Charles Foskett, Chairman  
 Nancy Galkowski  
 Ruth Lewis\*  
 Anthony Lionetta  
 Susan Mazzarella  
 Barbara Thornton

\* Denotes those not in attendance.

**1. Acceptance of Minutes:** Charlie Foskett called the meeting to order. Minutes of the November 9, 2006 meeting were reviewed. Minutes were accepted with comment. (A revised version of the November 2 meeting minutes is to be forwarded to Nancy Galkowski for posting )

**2. Additional Budget Materials:** Nancy Galkowski distributed revised budget requests submitted by Parks.

**3. Public Works Sub-Committee Report:** Steve Gilligan reported on the Sub-committee's meeting with Public Works (which immediately preceded the CPC mtg.). A second meeting with Public Works is planned for November 21, 2006.

- **Prior Year balances** were reviewed. Highlights are:
- **FY 2003 Town Hall Renovations (\$122,000)** - The contract to repair bathrooms was bid but the bid came in high. The project will be re-bid soon.
- **FY 2005 Town Hall Gas Conversion (\$75,000)** - It appears that \$100,000 will be needed. DPW plans to make up the difference by using some of the FY 2007 Town Hall appropriation (\$100,000). The project will be done after the winter months because this boiler is used as a back up.
- **FY 2006 Truck Wash (\$150,000)** - The planned location for the truck wash has been changed. The open area originally targeted for this is no longer appropriate due to issues with the site contamination. This area will remain as a place to park school buses. The truck wash will now be located within an existing building. (There will be new requests for improvements to this building.)
- **FY 2006 Sidewalk Sweeper (\$20,000)** - There are personnel issues with this purchase, so it is on hold. Public Works is going to rethink this purchase.

- **FY 2006 Utility Truck (\$30,000)** – This purchase is on hold awaiting a new vehicle selection tool that is being provided to the Town through a grant. The purpose of the tool is to match the most fuel and energy efficient vehicle to the required use of the vehicle. This computer based tool was recently received and is best used on the purchase of smaller equipment, such as a utility truck. DPW will be going forward with this purchase using this new tool.
- **FY 2006 Curbs/Sidewalks (\$ 18,600)** – This remaining balance will be combined with more recent appropriations to redo sidewalks in the vicinity of the Ottoson.
- **FY 2006 Reservoir (\$96,800)** - About \$30,000 of this remaining balance is needed for Landscaping that was promised to the ConCom (tree plantings). The Town Manager is considering applying the remaining balance of the remaining balance to provide irrigation at Menotomy Rocks Parks and/or to extend the path around the Reservoir. Nancy Galkowski will discuss with the Town Manager on which is the priority.
- **This Year's requests** were reviewed. Highlights are:
- The **Mall Light and Traffic Light Programs** have been re-assigned to Public Works this year. There are available balances in prior years under both programs. DPW is having a Lighting consultant come up with a plan to replace the existing mall lights, which are over 25 years old. They would like to hire a consultant to do an inventory of all Town owned traffic signals. CPC raised the question of why this information could not be put together by the prior department (Support Services). Given that there are existing balances, it is recommended that the \$17,000 requests for each in FY 08 be deleted and time spent to define programs.
- There are several **Cemetery Division Requests**:

There are requests for **\$10,000** a year for four years to **Repair Stones and Tombs**. This work is intended for older graves (families are no longer living). Funds would come from the Perpetual Fund. The CPC asked that the Cemetery Commissioners provide information on how they would determine which stones are actually chosen for restoration. Also, the CPC requested an explanation on the appropriateness of using these funds, which are intended to maintain grounds and not stones and tombs.

It is recommended that the request for **Computer Mapping Software (\$75,000)** be referred to IT AC.

It is recommended that the requests for **Water System Rehabilitation (\$1,075,000 in total)** be postponed. (list in 2013 place-marker) It is unclear that this work is needed. Other options should be considered given the size of this request.

It is recommended that the FY 2010 request of **\$20,000** for **Front Gate Repairs** be deleted in that some work has been recently done and the fact that the gate is only occasionally used.

- There are requests for a Five Year program of **\$30,000 per year** for **Fence Replacement**. These funds would come from the Lots and Graves account.

**4. Safety Sub-Committee Report:** John FitzMaurice and Susan Mazzarella reported on Police and Fire Requests. Discussion highlights are:

- A key Fire Request is for **2 Engines** in FY 08, totaling **\$850,000**. These replacements were not in prior year plans. The CPC requested more information on the situation to help justify these unscheduled expenditures.
- It is recommended that the requests for **Central Station Plans (\$500k in FY 2008) and Central Station Renovations (\$ 5,200,000 in FY 2009)** be moved into the future by one year, respectively. This seems to make sense given the ongoing Park Circle Station construction, which will carry over to next year.
- As far as the **Upgrade Radio System Request (\$126,000 in FY 08)**, the CPC asked about the “technology” (integration and connectivity capabilities, as well as where it is in its technological life cycle)
- Relative to Police Requests, the key item(s) are the five year program for significant repairs to the **Community**

